Students that are applying for loans to use for their summer study abroad need to take the following steps to receive their refund:

1. Fill out the summer **financial aid application**

2. Apply for the loans, making sure to complete the promissory notes and/or self-certification forms

3. Send an email to studentaccounts@duq.edu with **SUMMER STUDY ABROAD LOAN REFUND** in the subject line and include the following information:
   a. Your name and Student ID number
   b. The trip you are going on
   c. The date you will be leaving
   d. The loan you have applied for and the amount

4. Enroll in direct deposit

5. Student Accounts will verify that all of these steps have been completed and email you the date and amount of the money that you will receive.